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Waukesha, Wisconsin

REPORT ON FEDERAL AND STATE AWARDS

For the Year Ended December 31, 2016

TABLE OF CONTENTS For the Year Ended December 31, 2016

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Independent Auditors' Report

To the Common Council City of Waukesha Waukesha, Wisconsin

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Waukesha, Wisconsin, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the City of Waukesha's basic financial statements and have issued our report thereon dated July 25, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Waukesha's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Waukesha's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Waukesha's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.



To the Common Council City of Waukesha

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Waukesha's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Milwaukee, Wisconsin

Baker Tilly Virchaw & rause, 42P

July 25, 2017



REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL AND MAJOR STATE PROGRAM;
REPORT ON INTERNAL CONTROL OVER COMPLIANCE;
AND REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
REQUIRED BY THE UNIFORM GUIDANCE AND THE STATE SINGLE AUDIT GUIDELINES

Independent Auditors' Report

To the Common Council City of Waukesha Waukesha, Wisconsin

Report on Compliance for Each Major Federal and Major State Program

We have audited the City of Waukesha, Wisconsin's, compliance with the types of compliance requirements described in the *OMB Compliance Supplement* and the *State Single Audit Guidelines* that could have a direct and material effect on each of the City of Waukesha's major federal and major state programs for the year ended December 31, 2016. The City of Waukesha's major federal and major state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal and state statutes, regulations, and the terms and conditions of its federal and state awards applicable to its federal and state programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the City of Waukesha's major federal and major state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and the *State Single Audit Guidelines*. Those standards, the Uniform Guidance, and the *State Single Audit Guidelines* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal or major state program occurred. An audit includes examining, on a test basis, evidence about the City of Waukesha's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal and major state program. However, our audit does not provide a legal determination of the City of Waukesha's compliance.



Opinion on Each Major Federal and Major State Program

In our opinion, the City of Waukesha complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal and major state programs for the year ended December 31, 2016.

Report on Internal Control Over Compliance

Management of the City of Waukesha is responsible for establishing and maintaining effective internal control over compliance with the types of requirements referred to above. In planning and performing our audit of compliance, we considered the City of Waukesha's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal or major state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal and major state program and to test and report on internal control over compliance in accordance with the Uniform Guidance and the *State Single Audit Guidelines*, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of Waukesha's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal or state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Purpose of this Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and the *State Single Audit Guidelines*. Accordingly, this report is not suitable for any other purpose.

To the Common Council City of Waukesha

Report on Schedule of Expenditures of Federal and State Awards Required by the Uniform Guidance and the State Single Audit Guidelines

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Waukesha, Wisconsin, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the City of Waukesha's basic financial statements. We issued our report thereon dated July 25, 2017, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal and state awards is presented for purposes of additional analysis as required by the Uniform Guidance and the State Single Audit Guidelines and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal and state awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Milwaukee, Wisconsin

September 20, 2017, except for our report on the schedule of expenditures of federal and state awards, for which the date is July 25, 2017.

Baker Tilly Virchaw & rause, LLP

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS FOR THE YOUR

							Revenues	nes				
Grantor Agency / Pass-Through Agency/	Federal	Passed	Passed	Award	(Accrued) Deferred	Revenue	Cash	Accrued (Deferred)		ē č	i tiju se s	
Program Title		Agency	Agency ID	Amount	Balance	Recorded	(Refunded)	Balance	Local	Revenues	Grantor	Subrecipients
FEDERAL PROGRAMS												
U.S. Department of Housing and Urban Development Community Development Block Grant/Entitlement Grants												
	V StC M	ç	DC1200X	487 206	1 150	2 170	0000	•	6	0		
2013) X	PS1300X	200 135	Ξ		•	(148)		n ∓ - - -	n -	
2014		9	PS1400X	437,000	(80.724)	143 898	128.512	8 110		143 898	143 898	95.00
2015		Š	PS1500X	292,249	(7,600)	68,302	66,375	9.527		68.302	68302	,
2016		WC	PS1600X	200,831	,	156,739	89,586	67,153		156,739	156,739	,
Program income		wc	N/A		(94,268)		94,268		٠	,	•	
Total Community Development Block Grant/Entitlement Grants					(197 270)	372 119	396,747	172,642		372,119	372,119	95,000
Lead-Based Paint Hazard Control - Program Income	14 900 WC	Ş	N/A	-	2.794		•	(2.794)		,		
Total Lead-Based Paint Hazard Control in Privately-Owned Property					2,794			(2.794)	•	٠	,	•
Total U.S. Department of Housing and Urban Development					(194,476)	372,119	396,747	169,848		372,119	372 119	95,000
U.S. Department of Justice Bulletnoof Vest Partnership Procram	16.607 N	δŅ	φ.N.	18 000	(365)		302					
Bulletproof Vest Partnership Program		¥.Z	N/A	088'6		4,727	1	4,727	4,727	9,454	4,727	
Total Bulletproof Vest Partnership Program				·	(392)	4,727	392	4,727	4,727	9,454	4,727	•
Edward Byrne Memonal Justice Assistance 2015-DJ-BX-0873	16 738 N	ΝΑ	NA	10,134		10,134	10,134			10,134	10.134	•
Total Edward Byrne Memonal Justice Assistance Grant Program				,		10,134	10,134		٠	10,134	10,134	*
Total U.S. Department of Justice				•	(392)	14,861	10.526	4,727	4 727	19,588	14.861	
U.S. Department of Transportation												
Alcohol Impaired Driving Countermeansures Incentive Grant I				3	1					;	;	
ZU16 National Priority Safety Programs	20.616 D 20.616 D	2 5	2016-31-05-K8 0956-31-60	29,584 4,000	(5,798)	23,206	29,004		1,250	23,206 4,000	23,206	
Total Highway Safety Cluster				,	(5 798)	27 206	33 004	•	1 250	27,206	27,206	

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS For the Year Ended December 31, 2016

							Revenues	seni				
Grantor Agency /	Federal	Passed	Passed		(Accrued) Deferred		Cash	Accrued (Deferred)				
Pass-Through Agency/	CFDA	Through	Through	Award	Beginning	Revenue	Received	Ending		Total	Exp	Expenditures
Program Title	Number	Agency	Agency ID	Amount	Balance	Recorded	(Refunded)	Balance	Local	Revenues	Grantor	Subrecipients
FEDERAL PROGRAMS (cont.)												
U.S. Department of Transportation (cont.) Factoral Transi Chiefor												
Federa Transit Formula Grant	20 507	Tod	WI-90-0749	\$ 1 027 910	\$ (8 891)	2 300	11 191	•	69	2300	2300	69
Federa Transit Formula Grant	20.507	<u> </u>	WI-90-X771-000	1,001,661				•				
Federa Transit Formula Grant	20.507	DOT	WI-95-X047-00	1,312,000		94,294	94,294	•		94,294	94,294	
Federa Transit Formula Grant	20.507	D01	WI-90-X798-00	1,001,563	(936,544)	38,055	956,491	18,108		38,055	38,055	•
Federal Transit Formula Grant Connection Mitination and Air Organt	20.507	2 5	WI-2016-006-00	935,450	- (0.000)	928,632	15 208	124,309		928,632	928,632	
Congestion Mitigation and Air Quality Grant	20.507	<u> </u>	WI-2016-006-00	392,000	(4,344)	t '	2,2,51	2 '		t '	5 ,'::	
Total Federal Transit Formula Grants					(949,670)	1,085,816	1,887,901	147,585		1,085,816	1 085 816	
Federal Transit - Capital Investment Grants	20.500	DOT	W-05-0052	1,117,605	(62.557)	10.787	73.344	•	•	10.787	10.787	
Bus and Bus Facilities Formula Program	20.526	200	W-34-0008-01	224,348	() - -	143,304	137,934	5,370		143,304	143,304	,
Public Transportation Emergency Relief Program	20.526	DOT	W-54-0004-01	1,010,345	,	810,032	810,032		,	810,032	810,032	•
Public Transportation Emergency Relief Program	20.526	DO 1	W-2016-006-00	465,172	,	' (•	' ;	,	' 6	' 6	
Bus and Bus Facilities Formula Program	25.525	DOT	W-2016-030	104,476	•	496	*	496	•	496	496	*
Total Federal Transit Cluster					(1 012 227)	2,050,435	2 909 211	153,451	•	2,050,435	2,050,435	
Total U.S. Department of Transportation					(1 018 025)	2,077,641	2 942 215	153 451	1 250	2 077 641	2 077 641	
U.S. Department of Education												
Twenty-Firs Century Community Learning Centers - Hawthorne 2014-2015	84.287	PI	NA	100,000	(77,440)	1	77,440	•	•			
Twenty-First Century Community Learning Centers - Banting 2014-2015	84.287	<u>d</u>	N/A	80,000	(52,523)	' !	52,550	(27)	•	' 60		
Twenty-First Century Community Learning Centers - Hawthome 2015-2016	84.287	<u>.</u>	W.A.	00,001	(47,014)	52,986	00,00	•		52,986	52,986	
Twenty-First Century Community Learning Centers - Banting 2013-2010 Twenty-First Century Community Learning Centers - Hawthome 2016-2017	84 287	<u> </u>	K K	100,000	(166,04)	48,122	200,06	48.122		48.122	48.122	
Twenty-First Century Community Learning Centers - Banting 2016-2017	84.287	DPI	N/A	100,000	(42,994	'	42,994		42,994	42,994	
Total U.S. Department of Education					(225,914)	185,165	319,990	91,089		185,165	185,165	
U.S. Department of Homeland Security					ļ	ć				č	ć	
Disaster Grants - Public Assistance (Presidentially Declared Disasters)	9/ 030	Z Z	FEMA-1768-DK-WI	123,944	86/	7,331	1 /03		'	7,331	7,33	
Total U.S. Department of Homeland Secunty					768	2,531	1,763		1	2,531	2,531	
TOTAL FEDERAL PROGRAMS					\$ (1,438,039)	\$ 2,652,317	\$ 3,671,241	\$ 419,115	\$ 5,977	\$ 2,657,044	\$ 2,652,317	\$ 95,000

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS For the Year Ended December 31, 2016

Revenues	(Accrued) Deferred Cash (Deferred) State ID Award Beginning Revenue Received Ending Total Expenditures Number Amount Balance Recorded (Refunded) Balance I notal Revenues Grantor	DODUINGS TO THE TOTAL TO		395.104 \$ 4.174.290 \$ (352.963) \$ - \$ - \$ 352.963 \$ - \$ - \$	4,077,262 (337,443) - 337,443	- 4,041,463 3,767,015	88,724 88,724	(690,406) 4,130,187 3,855,739 964,854 4,130,187 4,130,187 4,130,187		370 TH1 150,000 (100,621) 45,676 8,266 138,031 55,826 101,502 45,676	(100,621) 45,676 8,266 138,031 55,826 101,502 45,676		435.119 11,437 - 11,437 11,437 11,437 11,437	<u> </u>	\$ (701077) \$ 1187 300 \$ 3 875 113 \$ 1103 885 \$ 55 875 \$ 1105 885
	(Accrued) Deferred Beginning Balance			\$ (352,963)			•	 -			(100 621)		1,437		
		 		↔											
	Grantor Agency / Pass-Through Agency / Program Title	STATE PROGRAMS	Wisconsin Department of Transportation	2014 Transit Operating Aids	2015 Transit Operating Aids	2016 Transit Operating Aids	2016 Paratransit Aids Through 85,205	Total Wisconsin Department of Transportion	Wisconsin Department of Natural Resources	Urban Nonpoint Source and Stormwater Grants	Total Wisconsin Department of Natural Resources	Wisconsin Department of Health Services	2016 EMS Funding Assistance Program	Total Wisconsin Department of Health Services	TOTAL STATE PROGRAMS

See notes to schedule of expenditures of federal and state awards.

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS For the Year Ended December 31, 2016

NOTE 1 - Basis of Presentation

The accompanying schedule of expenditures of federal and state awards (the "schedule") includes the federal and state award activity of the City of Waukesha under programs of the federal and state government for the year ended December 31, 2016. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) and the State Single Audit Guidelines. Because the schedule presents only a selected portion of the operations of the City of Waukesha, it is not intended to and does not present the financial position, changes in net position or cash flows of the City of Waukesha.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the schedule are reported on the accrual or modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

The underlying accounting records for some grant programs are maintained on the modified accrual basis of accounting. Under the modified accrual basis, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the liability is incurred. The accounting records for other grant programs are maintained on the accrual basis, i.e., when the revenue has been earned and the liability is incurred.

NOTE 3 – INDIRECT COST RATE

The City of Waukesha has not elected to use the 10% de minimis indirect cost rate.

NOTE 4 - PRIOR YEAR FINDINGS

Finding 2015-001 reported in the 2015 single audit report has been satisfactorily resolved.

NOTE 5 - Pass-Through Grantors

Federal funds have been passed through the following grantors:

WC - Waukesha County

DOT – Wisconsin Department of Transportation

DMA – Wisconsin Department of Military Affairs

DPI - Wisconsin Department of Public Instruction

SCHEDULE OF FINDINGS AND QUESTIONED COSTS For the Year Ended December 31, 2016

SEC	TION I - SUMMARY OF AUDITORS' RESULTS					
	FINANCIAL STATEMENTS					
Туре	e of auditors' report issued: unmodified					
Inter	nal control over financial reporting:					
;	> Material weakness (es) identified?	yes	X I	no		
;	> Significant deficiency (ies) identified?	yes	X	none reported		
Non- note	compliance material to financial statements d?	yes	X	no		
	FEDERAL AND STATE AWARDS					
Inter	nal control over major programs:	Federa	al Programs	State	Prograi	ms
>	Material weakness(es) identified?	yes	_X_no	yes	_X_no	
>	Significant deficiencies identified that are not considered to be material weakness(es)?	yes	none X reported	dyes	no _X_rep	
Type of auditor's report issued on compliance for major programs: unmodified						
repo 200.	audit findings disclosed that are required to be orted in accordance with section 2 CFR 516(a) of the Uniform Guidance or the State alle Audit Guidelines?	yes	X no	yes	_X_	no
Aud	itee qualified as low-risk auditee?	yes	X no	yes	X	no
	ar threshold used to distinguish between type A type B programs:	\$ 750,000		\$ 250,000		
Iden	tification of major federal programs:					
	CFDA Number(s)	<u>N</u> a	me of Federal	Program or Clu	<u>ıster</u>	
20.5	00/20.507/20.525/20.526		Federal T	ransit Cluster		
Iden	tification of major state programs:					
	<u>State Number</u> 395.104			tate Program erating Aids		

SCHEDULE OF FINDINGS AND QUESTIONED COSTS For the Year Ended December 31, 2016

SECTION II – FINANCIAL STATEMENT FINDINGS REQUI	RED TO BE REPORTED IN ACCORDANCE WITH
No findings were reported.	
SECTION III – FEDERAL AWARDS AND STATE AWARDS	S FINDINGS AND QUESTIONED COSTS
No findings were reported.	
SECTION IV – OTHER ISSUES	
Does the auditor's report or the notes to the financia statements include disclosure with regard to substantial doubt as to the auditee's ability to continue as a going concern?	yes <u>X</u> no
Does the audit report show audit issues (i.e., material non-compliance, non-material non-compliance, questioned costs, material weakness, significant deficiency, management letter comment, excess revenue or excess reserve) related to grants/contracts with funding agencies that require audits to be in accordance with the <i>State Single Aud Guidelines</i> :	
Department of Health Services Department of Transportation Department of Natural Resources	yes X no yes X no yes X no
Was a Management Letter or other document conveying audit comments issued as a result of this audit?	no
Name and signature of partner	Wendi M. Unger, CPA, Partner
Date of report	September 20, 2017